

# CMA PROJECT EVALUATION FORM

*The primary purpose of this evaluation form is to provide an instrument to encourage feedback and communication between the Commission for Minority Affairs (CMA) and project partners.*

PROJECT : \_\_\_\_\_ COUNTY : \_\_\_\_\_

REVIEWER: \_\_\_\_\_ DATE : \_\_\_\_\_

*Please let us know the degree to which you agree with the following statements. Where indicated, also please explain. Your input is very valuable to us as we strive to continually to improve our services.*

1. CMA met our expectations for this project: \_\_Strongly Agree \_\_Agree \_\_Disagree \_\_Strongly Disagree

If you “disagree” or “strongly disagree”, please explain what could have been done to achieve better results:

2. What were the main successes and/or challenges to the overall project schedule, from your perspective?

3. What were the main successes and/or challenges to the overall project quality, from your perspective?

4. The CMA staff was very effective throughout the project:

\_\_Strongly Agree \_\_Agree \_\_Disagree \_\_Strongly Disagree

If you “disagree” or “strongly disagree”, please explain what communications, organizational or structural approaches could produce better results:

5. This project addresses issues of significance at a state, local, and/or tribal level:

\_\_Strongly Agree \_\_Agree \_\_Disagree \_\_Strongly Disagree

6. This project has a high likelihood of success in the future:

\_\_Strongly Agree \_\_Agree \_\_Disagree \_\_Strongly Disagree

Why? Or Why not?

**7. What did you like best about the project?**

**8. What did you like least about the project?**

**9. The report prepared by CMA was useful to our organization/community:**

☐ Strongly Agree ☐ Agree ☐ Disagree ☐ Strongly Disagree

**Explain:**

**10. The project report reflects a rigorous interpretation of results and adequate discussion?**

☐ Strongly Agree ☐ Agree ☐ Disagree ☐ Strongly Disagree

**If you “disagree” or “strongly disagree”, please explain what could be improved about the way the information is reported:**

**11. The project report is clearly written and organized in a way that makes it easy to read?**

☐ Strongly Agree ☐ Agree ☐ Disagree ☐ Strongly Disagree

**If you “disagree” or “strongly disagree”, please explain what could be improved about the way the report is written:**

**12. The tables, graphs and figures are adequately explained in the narrative?**

☐ Strongly Agree ☐ Agree ☐ Disagree ☐ Strongly Disagree

**13. The tables, graphs and figures are clear and easy to follow?**

☐ Strongly Agree ☐ Agree ☐ Disagree ☐ Strongly Disagree

**If you “disagree” or “strongly disagree”, please explain what could be improved about the way the information is reported graphically:**

**14. Is there anything you especially liked about the report:**

**15. Is there anything you disliked about the report and/or would like to see improved:**

**14. If we have a project like this again and/or continue this project, what is the main thing you would like to see changed?**

**15. Were previous concerns addressed adequately? Were there any unresolved issues? If so, please specify:**

**16. If we have a project like this again and/or continue this project, what suggestions do you have to improve the overall project?**

**17. Additional Recommendations:**

**18. Additional Comments:**

*Thank you for the opportunity to work with you and for your thoughtful response to this evaluation.*

***Forms shall be submitted via email, fax, hand delivery or mail to the Commission for Minority Affairs Office at 2221 Devine Street, Columbia, South Carolina, 29205 on or before October 31, 2011. For contact information, please call Mr. Thomas Smith at (803) 206-2025 (agency cell) or Ms. Lauretha Whaley at (803) 608-6755 (agency cell).***